

DEPARTMENT: NIAGARA COUNTY SEWER DISTRICT
CLASSIFICATION: COMPETITIVE
APPROVED: JULY 11, 2016

WASTEWATER TREATMENT PLANT OPERATOR/TRAINEE (NIAGARA COUNTY)

This is a trainee position in the competitive class for which candidates are selected on the basis of general intelligence, basic knowledge of elementary chemistry and general science, and mechanical aptitude. The term of traineeship is limited to six (6) years. Employees are required to satisfactorily complete the training and experience requirements of the State Department of Environmental Conservation (DEC) to obtain a Grade 2-A certificate within two (2) years of appointment. If the trainee fails, refuses to pursue, or does not continue such training or academic courses satisfactorily as required to obtain a Grade 2-A certificate within the first two (2) years of appointment, his/her employment will be discontinued. Upon obtaining the Grade 2-A certification, employees are required to satisfactorily complete the training and experience requirements of the State Department of Environmental Conservation (DEC) to obtain a Grade 3-A certificate within six (6) years of initial appointment. If the trainee fails, refuses to pursue, or does not continue such training or academic courses satisfactorily as required to obtain a Grade 3-A certificate within this six (6) year traineeship, his/her employment will be discontinued. Trainees who receive their Grade 3-A certificate automatically will be promoted to the Wastewater Treatment Plant Operator title without further examination and will not be required to complete the full six (6) year traineeship.

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position involving responsibility for learning the duties and routines involved in the operation and maintenance of a wastewater treatment plant. The incumbent receives on-the-job training and assists with the operation and maintenance of a wastewater treatment plant. The work is performed under the immediate supervision of a qualified operator. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Studies, observes, and learns the techniques of operation and maintenance of an activated sludge wastewater treatment plant;
2. Studies, observes, and learns the techniques of laboratory procedures associated with the operation of an activated sludge wastewater treatment plant;
3. Learns and assists in the operation and adjustment of pumps, valves, screens, and related mechanical equipment;
4. Learns and assists in the inspection, maintenance and repair of pumps, valves, screens and related mechanical equipment;
5. Cleans channels, screens tanks and other equipment;
6. Learns and assists in the preparation and maintenance of activity records and reports;
7. Performs increasingly responsible duties as assigned in the operation and maintenance of a wastewater treatment plant.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Familiarity with elementary principles of chemistry and general science; good general intelligence; good observation; mechanic aptitude; ability to learn principles and procedures relating to operation and maintenance of a wastewater treatment plant; ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment; ability to get along with others; ability to understand and follow oral and written instructions; industry and dependability; tact and courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma.

CONDITIONS OF CONTINUED EMPLOYMENT:

Employees must successfully complete all necessary additional hours of instruction as required by the New York State Department of Environmental Conservation and continue to maintain the appropriate grade level certification throughout their employment. If the employee fails to complete the required instruction and/or fails to maintain the appropriate grade level certification, his/her employment will be discontinued.